

CATALOG
of
OFFICE EQUIPMENT AND FURNITURE
SUPPLEMENT NO. 1

CENTRAL INTELLIGENCE AGENCY
SUPPLY DIVISION
WASHINGTON, D. C.

JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 4 NO CHANGE
IN CLASS/ ~~X~~ DECLASS/ /CLASS CHANGED TO: TS S C RET. JUST. -
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P R E F A C E

Supplement No. 1, Catalog of Office Equipment and Furniture, will establish nomenclature for non-standard Class "C" property of which a limited supply is on hand. Upon exhaustion of the present supply, non-standard Class "C" property will not be available.

Requisitions, which will be initiated in accordance with current Supply Procedure, should list all items in numerical sequence and indicate the stock number, description, quantity, and unit. Property Officers of the various using activities will exercise care not to request excessive quantities of non-standard Class "C" Office Equipment and Furniture. The Supply Division will screen all requisitions and, when deemed advisable, justification may be requested.

NON-STANDARD CLASS "C" PROPERTY

NOMENCLATURE

<u>STOCK</u> <u>NUMBER</u>		<u>UNIT</u>
3-B-20	BLACKBOARDS	Each
	CABINETS:	
	Horizontal sections:	
	Map:	
	Wood:	
3-C-90	5 drawers	Each
3-C-95	Base	Each
3-C-100	Top	Each
	Stationery Supply:	
3-C-105	1 door	Each
3-C-110	2 doors	Each
3-C-115	Desk type	Each
	Upright:	
	Filing:	
	Metal, insulated, with combination lock:	
	Cap size:	
3-C-175	2 drawers	Each
	Metal, with bar or key lock:	
	Letter size:	
3-C-195	1 drawer	Each
	Wood, with bar or key lock:	
	Cap size:	
3-C-205	4 drawers	Each
	Letter size:	
3-C-210	1 drawer	Each
3-C-215	2 drawers	Each
3-C-220	4 drawers	Each
3-C-230	Upright section, card, metal, 3-1/4 x 7-3/8 inches, 4 drawers (IBM)	Each
	Visible record:	
	Pocket type:	
	Metal:	
	Card size:	
3-C-250	6 x 8 inches	Each
	Wood:	
	Card size:	
3-C-255	3 x 5 inches	Each
3-C-260	4 x 6 inches	Each
3-C-265	5 x 8 inches	Each
	CASES:	
	Brief, leather:	
3-C-280	Envelope type, with zipper	Each
3-C-285	Investigator type	Each
3-C-290	Lawyer type, with key lock	Each
3-C-295	Carrying, for adding machine	Each

NON-STANDARD CLASS "C" PROPERTYNOMENCLATURE

<u>STOCK</u> <u>NUMBER</u>		<u>UNIT</u>
CHAIRS:		
3-C-305	Folding	Each
3-C-350	Wood, student, tablet arm	Each
CLOCKS:		
3-C-365	Electric, wall type	Each
3-C-370	Mechanical, watchman type	Each
3-C-375	COMPASSES, drafting, complete with parts and case	Each
DESKS:		
	Metal:	
	Flat top:	
	Single pedestal:	
3-D-400	50 x 34 inches	Each
	Wood:	
	Typewriter:	
	Drop, center:	
3-D-435	55 x 32 inches	Each
3-E-460	EASELS, artist	Each
3-F-475	FILES, rotary, telephone, ^{Desk type} with flex-o-line frames ₈₆	Each
INSTRUMENTS:		
3-I-515	Drafting	Each
3-I-520	Lettering, Le Roy or equal	Each
MACHINES:		
	Adding:	
	Listing:	
3-M-550	Electric	Each
3-M-555	Hand operated	Each
	Calculating:	
	Listing:	
3-M-560	Electric	Each
3-M-565	Hand operated	Each
	Non-listing:	
3-M-570	Electric	Each
3-M-575	Hand operated	Each
	Duplicating:	
	Direct process, spirit duplication:	
3-M-585	Electric	Each
3-M-590	Hand operated	Each
	Stencil, ink, and roller principle:	
3-M-595	Electric	Each
3-M-600	Hand operated	Each
3-M-610	Register, standard	Each
3-M-615	Shaving	Each

NON-STANDARD CLASS "C" PROPERTY

NOMENCLATURE

<u>STOCK</u> <u>NUMBER</u>		<u>UNIT</u>
3-R-640	RACKS, bag, mail	Each
3-R-650	RULES, slide	Each
SAFES:		
3-S-660	Field	Each
3-S-665	Miscellaneous (1 and 2 doors)	Each
3-S-675	STAMPS, time and date recording, mechanical	Each
STANDS:		
3-S-690	Duplicating machine, metal	Each
3-S-695	Flag, metal (accommodates 1-1/2 inch staff)	Each
	Speaker:	
3-S-705	Floor type	Each
3-S-707	Table type	Each
TABLES:		
3-T-740	Drawing	Each
3-T-745	Tracing	Each
TYPEWRITERS:		
	Non-portable, electric, standard elite type:	
3-T-800	11 inch capacity	Each
3-T-805	15 inch capacity	Each
3-T-810	19 inch capacity	Each
3-T-815	23 inch capacity	Each
3-T-820	29 inch capacity	Each
	Non-portable, standard elite or pica type:	
3-T-845	32 inch capacity	Each
3-W-885	WARDROBES, wood, 2 doors	Each